

## READY TO RIDE ASSEMBLY INSTRUCTIONS

When you order a PUBLIC bike with READY TO RIDE Assembly, the bicycle is shipped directly to you 99% assembled. You can rest assured that before your bike has left the PUBLIC warehouse, our mechanics have meticulously trued your wheels, set your brakes, torqued all the bolts and insured proper functioning. We do all the technical stuff, so you don't have to.

The process of getting your READY TO RIDE PUBLIC bike from out of the box and onto the road, is made possible in just a few quick and easy steps. To get started, you'll need a pair of scissors or a box cutter. You may also want to have a shop towel handy because some of the parts will have grease on them.

### STEP 1

- Start by carefully cutting both sides of the box. **(Figure 1A)**
- Then cut along the top of the box. **(Figure 1B)**

### STEP 2

- Now you can fold the side of the box down to reveal your beautiful new PUBLIC bike. **(Figure 2A)** The cardboard flap can be used as a good surface to assemble your bike on.
- Remove the bike from the box and open the kickstand to keep the bike propped up.
- Inside the box, you'll also find the seat and seat post as well as a parts box containing two pedals, a three-way hex allen wrench, a 15 millimeter wrench, touch-up paint and an owner's manual. **(Figure 2B)** There is a lot of cardboard and quite a few zip ties. Please take care when cutting zip ties to not scratch frame.

### STEP 3

- First, cut the zip ties that attach the handlebars to the bike frame. **(Figure 3).**

### STEP 4

- Remove the plastic bag and cardboard that cover the stem and insert it into the fork steerer tube. **(Figure 4)** Be careful that the stem will be a little greasy.
- Make sure that the minimum insertion line on the stem is not visible. Align the stem so that it is straight with the front wheel. **(Figure 4A)**
- Using your six millimeter allen wrench, tighten the stem bolt clockwise until it is snug, then turn it just a bit more to make sure it is tight. Now that the stem and handlebars are out of our way, we can remove the rest of the packaging. **(Figure 4B)**



## STEP 5

- Now you're ready to install the pedals. Remove the pedals from the parts box. Check on the pedal axle to determine which pedal is the right pedal and which pedal is the left pedal. **(Figure 5)**
- The right pedal will always be marked with an "R" on the axle. This goes on the right side of the bike, the side with the chain.

## STEP 6

- Using your hand, begin threading the right pedal into the right crankarm by turning the pedal axle clockwise. The pedal should freely thread into the crankarm. If there is resistance, you may be cross-threading the pedal. **(Figure 6A)**
- Once the pedal threads are engaged, use the 15mm wrench for final tightening. **(Figure 6B)**
- The procedure for the left pedal is the same, except you will need to rotate the the pedal axle counterclockwise to tighten it.

## STEP 7

- We're almost done! The final step will be to install your seat and seatpost. Using the 6 millimeter Allen wrench, loosen seat clamp bolt on bicycle. **(Figure 7)**

## STEP 8

- Now you're ready to slide the seatpost into the seat tube. Just like the stem, the seat post has a minimum insertion point. Also, be warned that the seatpost will be a little greasy. **(Figure 8A)**
- Proper saddle height and positioning is unique to each rider. However, a good starting point is to raise the saddle to about hip-height. Make sure the saddle is aligned straight with the bike frame and tighten the seat clamp bolt using a 6 millimeter Allen wrench. **(Figure 8B)**

## STEP 9

- Now, sitting on the seat, with the pedal at the bottom of the pedal stroke, you should have a slight bend in your knee. **(Figure 9)**

Congratulations, you have finished assembling your PUBLIC bike.

### Ride Safe. Have Fun. Smile More.

We have designed this assembly to be as simple as possible. But if you run into any unforeseen problems, call us between **9:30 AM and 6:00 PM PST Mondays - Saturdays**. A video of the assembly process is also on our website at <http://publicbikes.com/c/BIKE-MANUALS>.

*And if you wondering what do with that large cardboard box, please recycle or check out our website, **10 Innovative Ways to Transform Cardboard** and share your ideas at <http://publicbikes.com/c/10-ways>. Our environment is important to us.*



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